

OPEN AND PUBLIC MEETINGS ACT TRAINING MINUTES

December 12, 2022

** District Office **

5:45 p.m.

The December 12, 2022, Board of Trustees Open and Public Meetings Act Training began at 5:45 p.m. Board members in attendance were Chair Jan Wilking, Mary Ann Pack, Robert Richer, Dick Pick, and Ryan Dickey. Staff in attendance were Mike Luers, Dan Olson, Chad Burrell, Bryan Steele, and Kim Dudley. Also, in attendance was Jeremy Cook, Cohne/Kinghorn.

Mr. Cook presented the Open and Public Meeting Act Training with the Board.

Mr. Luers asked the Board if they had any questions. They did not.

The training ended at 6:00 p.m.

BOARD OF TRUSTEES MEETING MINUTES

I. CALL TO ORDER

The December 12, 2022, Board of Trustees meeting was called to order by Chair Jan Wilking at 6:00 p.m. Other Board members in attendance were Mary Ann Pack, Robert Richer, Dick Pick, and Ryan Dickey. Staff in attendance were Mike Luers, Dan Olson, Chad Burrell, Kevin Berkley, Bryan Steele, Trent Bay, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn and Craig Ashcroft, Carollo Engineers.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for November 28, 2022
- B. Final Project Approval
 - 1. Work Force Housing (Parcel LV6A)
- C. Escrow Fund Reduction Approval
 - 1. Work Force Housing (Parcel LV6A) – Retain 10%

Mr. Richer made the motion to approve the Consent Agenda, Mr. Pick seconded the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

Mr. Wilking opened the Public Hearing at 6:02 p.m.

PUBLIC HEARING

2023 ANNUAL BUDGET

Mr. Luers stated he would like to summarize the 2023 Annual Budget. He said Revenues estimated to be \$18,962,000, Operation & Maintenance expenses have been budgeted at \$15,969,000, Debt Service is \$1.5 million, Capital Expenditures right at \$1 million, Impact Fee Revenues coming in at \$4.5 million, and Expenditures for the entire District is \$30.3 million. No changes have been made since our last meeting. Mr. Luers asked if the Board had any questions. They did not.

There was no public input.

Mr. Wilking closed the Public Hearing at 6:04 p.m.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$640,879.85 – Mr. Luers stated that we have Expenditures in the amount of \$640,879.85. He asked the Board to consider approval.

Ms. Pack made the motion to approve the Expenditures, Mr. Dickey seconded the motion carried with Mr. Richer, Ms. Pack, Mr. Dickey, Mr. Pick, and Mr. Wilking voting in the affirmative.

V. SERVICE AWARDS – Trent Bay 20 years

Mr. Wilking congratulated Mr. Bay on his service award for 20 years. He thanked Mr. Bay for his 20 years of service. Ms. Pack presented Mr. Bay with his service award and gift certificate.

Mr. Berkley told the Board that Mr. Bay wears a lot of different hats. He manages all our capital improvements, flowline monitoring, and capacity monitoring to make sure we don't run out of space in the pipes. Mr. Berkley said that Mr. Bay represents the District very well. People love him. He is a good investment for the District.

Mr. Bay thanked the Board.

The Board congratulated Mr. Bay on his service of 20 years with the District.

VI. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 1; # ECWRF 1; # SCWRF 277.17; Total 278.17
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

VII. DISTRICT MANAGER

A. Action Items

1. Consider adopting 2023 Final Budget – Mr. Luers stated that the 2023 Budget was discussed earlier at the Public Hearing and there have been no changes. He asked the Board to consider adopting the 2023 Final Budget.

Mr. Pick made the motion to adopt the 2023 Final Budget, Ms. Pack seconded the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

2. Consider approving Board Meeting Schedule 2023 – Mr. Luers stated that the Board Meeting Schedule was reviewed at last month's Board meeting and the meeting in November was changed to November 27, 2023. He asked the Board to consider adopting the Board Meeting Schedule for 2023.

Mr. Richer made the motion to adopt the Board Meeting Schedule for 2023, Mr. Pick seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, Mr. Dickey, and Mr. Wilking voting in the affirmative.

B. Discussion Items – Christmas Brunch, December 22, 2022 @ 10:00 a.m. – Mr. Luers told the Board the Christmas Brunch was changed from Friday, December 23, 2022, to Thursday, December 22, 2022 @ 10:00 a.m. and invited them to attend.

C. Information Items

3. Financial Statement

4. Impact Fee Report – Mr Luers said we had 15.7 RE's for November. We're not sure, if we will hit our target of 550.0 RE's. We have one developer that's looking to turn in their Impact Fees, but they had some issues with design and have been delayed. There's a 50/50% chance that they'll be in to pay in December, otherwise we'll see them in January.

Mr. Pick asked how many REs are for this developer. Mr. Berkley stated about 60 RE's. This would bring us to our target.

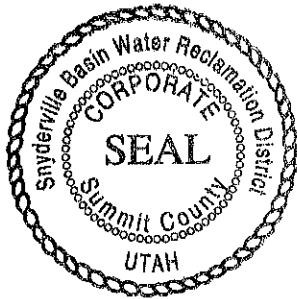
VIII. FUTURE AGENDA ITEMS

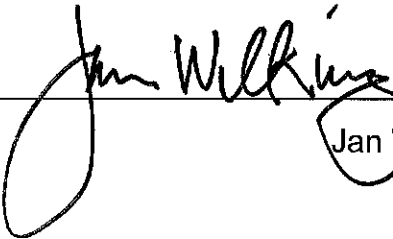
- A. Projects
- B. Operations
- C. Finance

D. Governmental Matters

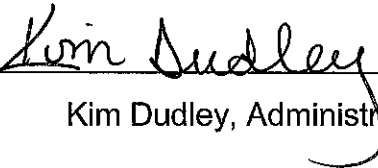
IX. ADJOURN

Mr. Pick made the motion to adjourn at 6:26 p.m., Mr. Dickey seconded the motion carried with Mr. Dickey, Mr. Pick, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.





Jan Wilking, Chairman



Kim Dudley, Administrative Specialist